Military Realignment to Area 3

Effective January 1, 1995, all military accounts will be moved to newly created divisions and regions in Sales Area 3. They are as follows:

3311	Boston Military	3451	San Francisco Military
3315	Philadelphia Military	3453	Phoenix Military
3321	Fayetteville Military	3454	San Diego Military
3322	Atlanta Military	3455	Riverside Military
3324	Mobile Military	3456	Seattle Military
3326	Jacksonville Military	3457	Dallas Military
3328	Norfolk Military	3458	San Antonio Military
3329	Washington DC Military	3469	St. Louis Military
3368	Cincinnati Military		
3300	Eastern Military Region	3400	Western Military Region

Business Information

The Business Information portion of SIS will be realigned in two phases. Phase one will realign the RJR Volume and Net Dollars in the RJR Volume / Net $ Inquiries. This will be implemented on January 1, 1995 and will be available for viewing on January 3, 1995, at 8:00 a.m. EST. Phase two will realign the MSA portion of Business Information. Phase two will be implemented with the January 1995 MSA data that is expected in early March. Both realignments will include current and all historical data.

The military realignment will move ALL direct military accounts and all non-direct military accounts currently called upon by Military Managers to the new military divisions. **In some cases, non-direct retail accounts currently called on by domestic Sales Representatives will remain in domestic divisions.** All Sales Reps currently calling on military accounts should continue to do so until further notice.

To view military data, the new military codes must be used for the military division or Region. The data will no longer be included in the non-military divisions. However, the RJR Volume / Net $ Inquiries will allow the user to view data for a non-military division as it was prior to the realignment (including the military accounts) by doing the following:

1. **X select Account Selection Menu** under Account Level Selection on the Volume-Net $ Sales Level Selection screen.

2. **X select National** under the Sales Level Selection on the Volume-Net $ Selection screen.

3. Enter the non-military division number in the **SECONDARY DIVISION** field on the Direct Customer Master Selection screen.

4. Enter a Y in Select All Accounts field on the scroll list.

You should continue to view the military data in MSA as you do currently since the data will not be realigned until a later date. You will receive communication concerning revisions and implementation dates for the MSA portion of Business Information at a later date.

Program Contact: Stephanie Fields, extension #7742

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Source: https://www.industrydocuments.ucsf.edu/docs/gpyy0000

Military Region Operations Unit (ROU)

A separate Military Region Operations Unit (ROU) will become effective with January 1995 business. Most administrative functions currently performed by General Market ROUs for Military Business Unit personnel will become the responsibility of the Military ROU at this time. General Market ROUs will no longer perform the following administrative functions for Military Business Unit personnel:

- Biweekly Expense Report Processing
- Full-Time Employee Labor Reporting (See below for Part-Time Labor Reporting)
- Sales Material System (SMS) Orders
- Temporary Payment System (TPS) Payments
- Merchandising Contract Maintenance
- Filed Sales Operating Funds
- Correspondence to Military Managers

Please note that this transfer of functions will begin with January business. Any activity related to 1994 business (expense reports, TPS payments, labor reporting, etc.) should continue to be processed by the General Market ROU in accordance with year-end reporting timetables.

Part-time labor reporting for Military Business Unit part-time employees will continue to be performed by the General Market ROUs in the first quarter of 1995. Access to the appropriate 3000 series division numbers will be made available to the General Market ROUs to enable entering of hour and mileage information. New part-time labor reporting procedures beginning with the second quarter of 1995 will be forwarded to you at a later date.

As a final reminder regarding year-end hand-held communications (FSC-503-A), all employees should communicate 1994 activity on the last night of their last day worked in 1994, but no later than 12:00 noon on Saturday, December 31, 1994. All Reps must communicate again between 3:00 p.m., Sunday, January 1, and 8:00 a.m., Tuesday, January 3, 1995, to receive appropriate downloads for 1995. All times are Eastern Standard time.

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Source: https://www.industrydocuments.ucsf.edu/docs/gpyy0000